



Original version adopted by IB on July 13, 2006 at BNL; revised January 9, 2013.

# PHENIX Policies for the Spokesperson Selection Process

## GOALS

- The orderly transition from one PHENIX Spokesperson to the next.
- Clearly define the process for the formation of a Spokesperson Nominating Committee (SNC).
- Clearly define the process for nominations, oral statements of candidacy, and election by vote of the PHENIX Institutional Board.

## POLICIES AND PRACTICES

### I. Full Adherence to the PHENIX Bylaws:

These policies are intended to remain fully consistent with the PHENIX Bylaws, in particular:

*Bylaws Section II. Institutional Board, paragraph 2. Function (revised 1/9/2013):*

The Spokesperson or Co-Spokespersons shall be elected by the Institutional Board every three years-...

*Bylaws Section II. Institutional Board, -paragraph 3. Meetings (revised 1/9/2013):*

... the adoption of a statelist of nominees for the position of Spokesperson(s) ... shall place at scheduled meetings of the Institutional Board.

*Bylaws Section II. Institutional Board, -paragraph 4. Voting (revised 1/9/2013):*

The Institutional Board shall make decisions based on a simple majority of voting members. ~~Proxy voting at meetings shall be. Both single-person tickets for Spokesperson and paired-tickets for Co-Spokespersons are allowed. Electronic voting in the same election, but the same individual may not be a candidate on issues and candidates presented for a vote via e-mail (or FAX) shall be allowed ...more than one ticket.~~

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Bylaws Section IV. Spokesperson (revised 1/9/2013):

The Spokesperson or Co-Spokespersons shall be elected by the Institutional Board for a three-year renewable term. There is no limit on the number of terms the Spokesperson/Spokespersons may serve.

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## II. Formation of a Spokesperson Nominating Committee (SNC)

### 1. Selection of chairperson of the SNC and SNC membership

At a meeting at least five months prior to the end of a Spokesperson's term of office, the PHENIX Institutional Board (IB) shall select a single Member in Good Standing (MGS) to chair, and propose the membership of, a Spokesperson Nominating Committee. The individual shall be charged to choose five active members of the Collaboration, to represent a broad reach in physics interest, institutional affiliation, international balance, and diversity. The chairperson and the members of the SNC shall agree not to be candidates for the position of Spokesperson(s) in this election.

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### 2. Adoption of SNC Membership

The selected chairperson of the SNC shall make selections for a balanced slatelist and confirm that all proposed members are willing to serve. The proposed SNC membership shall be distributed to all members of the Institutional Board for electronic voting to be approved "as a whole." The IB has the option to send the proposed SNC membership back to the chairperson for further work followed by resubmission.

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## III. Nomination of candidates for PHENIX Spokesperson or Co-Spokespersons

### 1. Formation of a proposed slatelist of nominees (revised 1/9/2013)

The SNC shall determine appropriate qualifications for Spokesperson and shall actively search for appropriate candidates among Members in Good Standing of the Collaboration. The SNC shall also invite suggestions from the Institutional Board or any member of the collaboration -- including self nominations. The SNC shall approach suitable potential candidates and confirm their willingness to stand for election: as either Spokesperson or Co-Spokespersons. The SNC shall consider all nominations and prepare a slatelist of candidates. The SNC shall strive to find at least two candidates.

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### ~~2.~~ 2. Adoption of a slatelist of nominees.

At a scheduled meeting of the Institutional Board the SNC shall present the slatelist of individual Spokesperson and/or paired-ticket Co-Spokesperson candidates. At that IB meeting additional names/candidates may be added to the slatelist, as proposed by IB members, but only if accepted by a simple majority vote of the IB. In that event, such additional nominations shall be conditional until the potential nominee agrees to stand for election. The slatelist shall be voted on for approval "as a whole" by a simple majority of voting IB members. At this point the nominations are closed.

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#### IV. Statements of candidacy

##### 1. Oral statements *(revised 1/9/2013)*

Following their nomination, each individual nominee for Spokesperson or pair of nominees for Co-Spokesperson shall present to the IB an oral statement of candidacy, while all other nominees are out of the room.

##### 2. Written statements

The IB Secretary shall record the oral statements and consult with each nominee to produce written statements for timely distribution to all members of the Collaboration.

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#### **V. Election of PHENIX Spokesperson(s)**

##### 1. Electronic voting *(revised 1/9/2013)*

~~The slate of If there are two or more approved nominees and the tickets (individual Spokespersons or pairs of Co-Spokespersons), then written statements of candidacy for each ticket will be distributed to all members of the PHENIX Institutional Board, each IB member along with a template for electronic voting. Each IB member shall consult solicitation to vote. After consulting with Collaboration members from their institution before casting, each IB member will cast one vote per electronically on behalf of their institution. The deadline for the vote shall be at a specified time on the day that is two weeks after the invitation to vote. candidate lists and statements were officially distributed.~~

##### 2. Contingency *(revised 1/9/2013)*

If no ~~nominee~~ticket receives a simple majority of votes on the first ballot, then a run-off election shall be held among those ~~candidate~~tickets receiving the two highest numbers of votes. The deadline shall be at a specified time on the day that is two weeks after the invitation to vote.

##### 3. Single candidate *or single pair of candidates (inserted 1/9/2013)*

In the event ~~of there being a single candidate, this candidate shall that~~ only ~~become one ticket is~~ nominated for election, a simple majority of votes cast will elect the Spokesperson-upon(s). If the approves votes fall short of a simple majority of voting IB members. If a majority is not obtained, then the SNC must subsequently propose a new slate list of candidates and a new election must be held.

#### **VI. Adoption and Revisions**

These policies were developed in 2006 by the Spokesperson Selection Task Force (SSTF), which was appointed by then Spokesperson Bill Zajc. The SSTF members were Christine Aidala, Peter Barnes, Naohito Saito, Itzhak Tseruya (Chair), and Julia Velkovska. The original version of these policies was adopted by the PHENIX Institutional Board at BNL on July 13, 2006.

~~Any~~The relevant ~~change~~changes in the PHENIX Bylaws that ~~is~~were adopted by the PHENIX Institutional Board ~~must be on 1/9/2013 are~~ accompanied by ~~a~~-corresponding ~~change~~changes in this document.

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| Specifically, the changes allow the election of either an individual Spokesperson or paired-ticket of Co-Spokespersons, insert an explicit statement of procedures for a single-ticket election, and allow remote participation and voting during IB meetings.